

**To:** Jackson, Ryan[jackson.ryan@epa.gov]  
**From:** Minoli, Kevin  
**Sent:** Wed 9/6/2017 12:38:25 AM  
**Subject:** Re: Thank you for your support of next week's FOIA Training Conference!

## Ex. 5 - Deliberative Process

Thanks, Kevin

Kevin S. Minoli  
Acting General Counsel  
Office of General Counsel  
US Environmental Protection Agency  
Main Office Line: 202-564-8040

On Sep 5, 2017, at 8:30 PM, Jackson, Ryan <jackson.ryan@epa.gov> wrote:

## Ex. 5 - Deliberative Process

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Ryan Jackson  
Chief of Staff  
U.S. EPA

Ex. 6 - Personal Privacy

On Sep 5, 2017, at 8:28 PM, Minoli, Kevin <Minoli.Kevin@epa.gov> wrote:

Dear Colleagues-

On May 25th, Steve and I wrote to you asking for your support for the 2017

National FOIA Training Conference to be held September 12-14 here in Washington, DC. Today, we are writing to thank you for that support. We now have 191 confirmed registered attendees, with another 20 headquarters employees on a wait-list. That number of attendees far surpassed our expectations, and while we wish we could accommodate everyone who would like to attend we are limited by the facility where we are holding the conference.

Our commitment to you was that if you supported the conference we would ensure it was worth the time and resources you and your office devoted to it, and we wanted to update you on those efforts as well. To ensure a baseline level of knowledge and to allow the conference to focus on more advanced and complex FOIA issues, we completed six pre-conference webinars for attendees. Those webinars addressed threshold topics that are critical for ensuring that attendees get maximum value from the conference itself. Our staffs are now putting the finishing touches on the presentations and materials, which are focused on the lifecycle of a FOIA request.

Thanks again for your support of this conference. We are looking forward to hosting your staff for a worthwhile and productive event!

Kevin and Steve

**Kevin S. Minoli**

**Acting General Counsel**

**Office of General Counsel**

**US Environmental Protection Agency**

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